

# The CATS Meow May 3, 2006

# Greetings!

## Closing Time

Today we "closed" the period for 4th Quarter 2005 and 1st Quarter 2006. In practical terms, that means that you can no longer enter (add, edit, delete) a timesheet record for a person, for those periods. Those months will no longer appear in the drop down list when you enter timesheet records.

# Work in Progress

We feel that the database works very well for most people most of the time. And we know that occasionally it does not work just right for you. Here are two things you can do to help us all:

- 1. When something does not work the way you expected it would, send a note to the Help Desk right away. The more details you can provide the better.
- 2. Send us your ideas for making the database and/or forms work better for you.

We are committed to making it work as best it can for you all.

#### Contact Us

The Help Desk address is <a href="mailto:eshibahelpdesk@oic.wa.gov">eshibahelpdesk@oic.wa.gov</a>

### **Training**

As you know, we've decided to support local Sponsors and volunteers in doing their own training of new volunteers. Soon, we'll have an updated set of training materials for "fast-track" training. If you'd like to be involved, please join us in a conference call next week. (See below.)

We will also do another set of classroom-style training programs in the late Summer: one in Eastern Washington and one in Olympia. So, perhaps you might consider attending one of these or sending new volunteers you recruited specifically to help with data entry. We'll publish the dates/times/places soon.

# Conference call

# Wednesday

May 10 1:30 – 3pm

Call (360) 709-4803

PIN: 525834 #

If you have trouble, call Ron House (360) 725-7099.